

## **CHAPTER 8**

### **FORM OF FINAL PLAT**

#### **Sec. 8.01. FINAL PLAT REQUIREMENTS.**

The final plat shall comply with the subdivision design standards set out in Chapter 4 hereof, shall comply with the approved preliminary plat, and shall consist of an accurate map or plat designating specifically the land so laid out and particularly describing the lots, blocks, streets, roads, alleys, public ways or other portions of the same intended to be dedicated for public use or for the use of the purchasers or owners of lots fronting thereon or adjacent thereto.

#### **Sec. 8.02. FORM OF THE FINAL PLAT.**

(a) The size of each sheet of said final plat shall be sixteen by twenty-two (16 X 22 ) inches. All lots and, wherever practicable, blocks in their entirety, shall be shown on one sheet. (Feb. 20, 2002, Resolution No. 02-23)

(b) Said final plat shall be accurately, clearly, and legibly drawn in black waterproof India ink or photographed upon tracing cloth or clear mylar which is a minimum of three thousandths (.003) of an inch thick or its equivalent. Affidavits, certificates, and acknowledgements shall be legibly lettered or printed upon the final plat with opaque ink. Signatures shall be in black opaque ink.

(c) A marginal line shall be drawn completely around each sheet, leaving an entirely blank margin of at least one-half inch.

(d) The final plat shall be drawn to one of the following scales only: 1 inch equals 20 feet, 1 inch equals 30 feet, 1 inch equals 40 feet, 1 inch equals 50 ft., 1 inch equals 60 feet, or 1 inch equals 100 feet or any other scale proposed by the subdivider with the approval of the Planning Director. The scale selected shall be sufficient to show all required information clearly, and enough sheets shall be used to accomplish this end. (Resolution #4942, December 8, 1992).

(e) If more than one sheet is used, the particular number of the sheet and the total number of sheets comprising the final plat shall be stated on each of the sheets; and the relationship to each adjoining sheet shall be clearly shown. If more than two sheets are used, an index sheet the same size as required above shall be included showing, at whatever scale is necessary, the entire subdivision with an indication by the use of dotted lines of the component areas which are shown on the other sheets.

(f) The boundary of the subdivision shall be clearly identified on the final plat. All lines shown on the final plat which do not constitute a part of the subdivision itself shall be clearly distinguishable from those lines which are a part of the subdivision, and any area enclosed by such lines shall be labeled, "not a part of this subdivision."

**Sec. 8.03. CERTIFICATES AND ACKNOWLEDGEMENTS ON FINAL PLAT.** The final plat shall show the following:

(a) Owner's acknowledgement and offer of dedication, if any. Such plat shall be signed and acknowledged by the owner or owners of the land subdivided in the same manner and form as the acknowledgment of a deed conveying real estate, before some officer authorized to take the acknowledgments of deeds;

- (b) Certificate of the surveyor;
- (c) Certificate of approval by the Planning Director;
- (d) All affidavits, certificates, acknowledgments, endorsements, dedications, and notarial seals as are required by law and the provisions of this resolution shall be as approved by the County Attorney. (November 8, 2005, Resolution No. R-05-0142)

**Sec. 8.04. DATA REQUIRED ON A FINAL PLAT.** (a) The final plat shall be accurately and legibly drawn and shall show the following:

(1) All survey and mathematical information with sufficient linear, angular, and curve data necessary to locate all existing and placed monuments and stakes, and to locate and retrace all lots, blocks, and parcels within the subdivision, and the boundary of the subdivision. Where the land being subdivided abuts on an existing plat, the distances, angles, and bearing of all common lines and the street centerline points shall be shown and any differences in measurements so noted.

(2) All dimensions on the final plat shall be to the nearest one-hundredth (.01) of a foot with such other information necessary to reproduce the final plat on the ground.

(3) Lot, outlot, and block lines. All such lines shall be shown and dimensioned.

i. Where such lines are curved at street intersections, the length of tangents shall be shown.

ii. Where such lines abut curvilinear streets, chord or arc distances shall be shown and noted.

iii. All angles of deflection or bearings of such lines other than those which are at right angles to the centerline of a street or on a radial line of a curved street.

(4) Lot, outlot, and block identity. Within each block all lots shall be numbered in sequence, beginning with the number one (1) and continuing consecutively throughout each block with no omission or duplication. All blocks shall be numbered in the same manner. Outlots shall be assigned an alphabetical letter beginning with the letter "A" and continuing consecutively through the alphabet.

(5) Areas to be dedicated or reserved for public use. For streets, private roadways, and other public ways within and adjacent to the subdivision, the location, name, centerline, centerline radius, length, and interior angle of horizontal curves, tangent length, and width. All areas shall be located and identified which are to be dedicated or reserved for public use, including park land and other public areas. All such parcels shall be outlots except streets dedicated to the public. A clear distinction shall be made as to which parcels are to be dedicated to the public from those parcels to be privately owned by or reserved for public use.

(6) The location and identification of all section corners, section lines, monuments and stakes found and placed. The boundary lines shall be located in reference to existing official monuments. Describe the stakes, monuments, or other evidence used to determine the boundaries of the subdivision.

(7) The lot area in square feet for each lot and outlot. the number of acres, total number of lots and outlots within the subdivision. (Resolution #5322 dated May 7, 1996)

(8) The lot area in square feet for each lot and outlot, the number of acres, total number of lots and outlots within the subdivision. (Resolution #5322 dated May 7, 1996)

(b) The following data shall be shown on each sheet of the final plat:

(1) The name of the subdivision, the use of first (1st), second (2nd), third (3rd), etc. for additions or subdivisions shall be made in sequence, but only if the final plat is located adjacent to a plat with the same name.

(2) Scale.

(3) North arrow.

(4) Sheet number and the total number of sheets comprising the final plat.

(5) The name and number of the Preliminary Plat upon which the Final Plat is based. This information shall appear directly beneath the name of the Final Plat. (Resolution #R-01-14 dated March 27, 2001)

**Sec. 8.05. ADDITIONAL INFORMATION REQUIRED.** Accompanying the final plat submittal, the following information shall be submitted:

(a) a statement from the subdivider indicating:

(1) Any interest the subdivider has in the land surrounding the final plat and the nature of such interest.

(2) All requests to be submitted to the Board for special use permits, changes of zone, and vacations which are required to complete the development.

(3) The name, telephone number, mailing address of the subdivider, record owner, and any other person the subdivider may want informed of the final plat process, and any person who has the authorization to act on behalf of the subdivider.

(b) Street profiles that show existing ground surface elevations based on a current field survey, the grades, and the lengths of all vertical curves of the streets within the final plat which are to be dedicated to the public. The grades shall be in accordance with the minimum standards of the Board.

**Sec. 8.06. SURVEY REQUIREMENTS.** (a) A land survey is required to support data furnished on the final plat, and this survey shall conform to all requirements set forth in this paragraph. All angles and dimensions shown on the plat shall be field measured. The survey of the centerline of all streets within the plat and the periphery of the plat shall mathematically close with an error of not more than one in twenty-five thousand (1/25,000). The survey shall be tied into the modified state plane coordinate system when necessary data to make the tie is available from the County Engineer. The final plat shall include a certificate signed by a registered land surveyor certifying that he has accurately surveyed the subdivision and attesting to the accuracy of the survey, the correct location of all permanent survey monuments shown, and that the lots, blocks, streets, alleys, public ways, and grounds are staked and marked as herein required. The surveyor's certificate shall include a metes and bounds traverse description of the land being subdivided and the number of acres included. The surveyor's name, land surveying registration number, address, and if applicable, firm name shall appear below his signature; however, the letters of the firm name shall not appear elsewhere on the final plat.

(b) The land surveyor who performs the survey and certifies the final plat shall be obligated to place all of the following monuments and stakes in the subdivision and show the same on the final plat:

(1) A permanent monument at each of the final plat corners of the periphery of the subdivision.

(2) A permanent monument on the centerline of each street within the final plat or abutting thereon, at each street intersection, at the intersection of each street and railroad right-of-way, and at each point of tangency and curvature.

(3) A permanent metal stake shall be installed designating lot corners and block corners within the subdivision.

(c) The length, size, material, and approximate depth of all monuments and metal stakes placed in making the survey shall be designated by the County Engineer.